

TOWN OF DAVIE
TOWN COUNCIL AGENDA REPORT

TO: Mayor and Councilmembers

FROM/PHONE: Frank Apicella, Technology & Information Management Director

PREPARED BY: Frank Apicella

SUBJECT: Contract Extension

AFFECTED DISTRICT: n/a

ITEM REQUEST: **Schedule for Council Meeting**

TITLE OF AGENDA ITEM: A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, APPROVING AN EXTENSION OF THE CONTRACT BETWEEN THE TOWN OF DAVIE AND MICRO SYSTEMS CONSULTANTS INC FOR PROGRAMMING SERVICES.

REPORT IN BRIEF: The Town of Davie currently has a contract agreement with Micro Systems Consultants, Inc for computer programming services. The contract awarded through Informal Bid 05-010 is a one year term with options for four (4) one year renewals with the same terms and conditions. There is no rate increase to renew this contract. This is only the second of the four (4) available renewals.

PREVIOUS ACTIONS: R-2007-032, IB- 05-010

CONCURRENCES: The Technology & Information Management Director and the vendor wish to renew the contract

FISCAL IMPACT: Yes

Has request been budgeted? Yes

If yes, expected cost: \$15,000 /yr

Account Name: Technology & Information Management Contractual Services Account

If no, amount needed: \$

What account will funds be appropriated from: 052-0259-593-0306

Additional Comments: Expenditures under this contract are limited to the lesser of the available budget in the Technology & Information Management Contractual Services account or \$15,000 annually.

RECOMMENDATION(S):

Attachment(s):

Letter from Micro Systems Consultants, Inc

Memo from the Technology & Information Management Department

State of Florida Corporation document

RESOLUTION NO. _____

A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA APPROVING AN EXTENSION OF THE CONTRACT BETWEEN THE TOWN OF DAVIE AND MICRO SYSTEMS CONSULTANTS INC FOR PROGRAMMING SERVICES.

WHEREAS, the Town of Davie has an existing contract agreement for computer programming services with Micro Systems Consultants Inc; and

WHEREAS, the anniversary date of the contract is December 16th; and

WHEREAS, Micro Systems Consultants Inc and the Town of Davie desire to extend the contract agreement for one additional year as awarded through Informal Bid -05- 010.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF DAVIE, FLORIDA:

SECTION 1. The Town Council approves the one year extension of the contract with Micro Systems Consultants Inc for computer programming services through December 16, 2008

SECTION 2. The Town Council authorizes the expenditure from the 052-0259-593-0306.

SECTION 3. This Resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED THIS _____ DAY OF _____, 2007

MAYOR/COUNCILMEMBER

Attest:

TOWN CLERK

APPROVED THIS _____ DAY OF _____, 2007

Micro Systems Consultants, Inc.

Judy L. Kiss

6493 Amberwoods Dr.

Boca Raton, FL 33433

(561) 395-0882

PROPOSAL

December 5, 2007

To: Town of Davie
Attn: Herb Hyman, CPPB
Procurement Manager

Micro Systems Consultants Inc. would like to extend the contract offering the services of Judy Kiss for the computer services position.

Judy Kiss has 30 years of programming experience with all IBM midrange systems, including the AS400.

Town of Davie has been a client since April 1997.

Our rate per hour is \$55.00.

We would look forward to continued business with you.

Thank You.



DEPARTMENT OF TECHNOLOGY AND INFORMATION MANAGEMENT

6591 ORANGE DRIVE • DAVIE, FLORIDA 33314-3399

PHONE: 954.797.1107 • FAX: 954.797.1049 • WWW.DAVIE-FL.GOV

Memorandum

TO: Herb Hyman, Procurement Manager

FROM: Frank Apicella, Director



A handwritten signature in dark ink, appearing to be "FA", is written over the name "Frank Apicella" in the "FROM" line.

SUBJECT: Contract Extension

DATE: December 4, 2007

Micro Systems Consultants, Inc (Judy Kiss) has worked for the Town of Davie for several years in the capacity of contract programmer. She is very good at what she does and because of the longevity with the Town is very familiar with our applications.

Her rates are very competitive. I strongly recommend that we extend her contract as provided by Informal Bid No. 05-010.

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MICRO SYSTEMS CONSULTANTS INC.					
<u>Filing Information</u>					
Document Number P00000063162					
FEI Number 651026447					
Date Filed 06/26/2000					
State FL					
Status ACTIVE					
<u>Principal Address</u>					
6493 AMBER WOODS DRIVE BOCA RATON FL 33433					
<u>Mailing Address</u>					
6493 AMBER WOODS DRIVE BOCA RATON FL 33433					
<u>Registered Agent Name & Address</u>					
KISS, JUDY L 6493 AMBER WOODS DRIVE BOCA RATON FL 33433 US					
<u>Officer/Director Detail</u>					
<u>Name & Address</u>					
Title CO					
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